

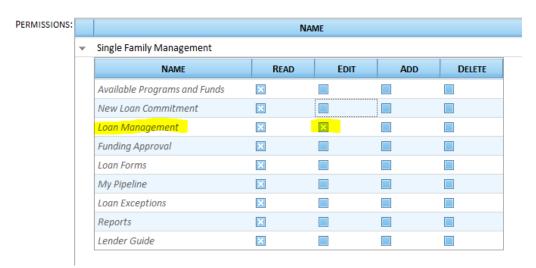
# HDS Version 14.0.0 Permission Update Instructions

Version 14.0.0 of the HDS Software used for Minnesota Housing's loan commitment system will be released on May 16, 2016. All Web Administrators must update user permissions before the release date to ensure fund approval is not disrupted.

Log in and edit each user's permissions (see <u>Process Guide</u> if you need assistance). The screen shots below show which boxes need to be checked based on the user's activities.

### Permission to update existing committed loans

Check EDIT under Loan Management.



#### **Permission to commit loans**

Check EDIT and ADD under New Loan Commitment.



## Permission to update and fund approve loans

Check EDIT under Loan Management and Funding Approval.



#### Permission to do all of the above

Check EDIT under New Loan Commitment, Loan Management and Funding Approval. Check ADD under New Loan Commitment.

